

**TOWN OF EAST WINDSOR
WATER POLLUTION CONTROL AUTHORITY**

Minutes of Meeting of May 26, 2004

Members Present: Paul Anderson, Tom Davis, Dave Tyler, Mark Livings, and Reginald Bancroft

Members Absent: Frank Smith (Alternate) and G. Henry Martin Jr. (Alternate)

Others Present: WPCA Superintendent Kevin Leslie; WPCA Attorney Vincent Purnhagen; and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 7:00 p.m. at the East Windsor WPCA Administration Building.

I. Designate Alternate to Sit for Absent Member – N/A.

II. Acceptance of Minutes of April 28, 2004

Motion: To accept the minutes of April 28, 2004.
Bancroft/Livings
Passed unanimously.

III. Payment of Bills

Motion: To authorize payment of the May 26, 2004 bill sheet in the amount of \$42,239.96.
Tyler/Davis
Discussion: Mr. Leslie explained several of the bills including: Alden, Novak and Dodd, for new collection software, Atlantic Coast Polymers, DEP annual fees, EML for quarterly testing, Introl for annual service, Standby Power for generator maintenance, Tolland County Mutual Aid for alarm monitoring and Myette Company for annual hoist inspection. Mr. Leslie explained that many of the bills were for annual maintenance and supplies.
Passed unanimously.

IV. Visitors – Paul Benson, Pasco Village

Mr. Benson explained his unique situation to the board. He feels that his new phase at Pasco Village does not fall into the usual guidelines for facility connection charges. In the new phase, the buildings are smaller, approximately 400 square feet of first floor office space, a garage and residential condo space on the second floor. He asked whether he should have to pay for two connections, since the office would not have a restroom. (Discussion continued after public hearings)

Attorney Vincent Purnhagen arrived at this time.

V. Public Hearing Scheduled at 7:15 p.m.

Motion: To recess from the regular meeting at 7:15 p.m.
Tyler/Davis
Passed unanimously.

Motion: To open the public hearing on proposed revision to sewer user charges, as set forth in the legal notice published in the *Journal Inquirer* on May 15-16, 2004.
Tyler/Livings
Passed unanimously.

Motion: To dispense with the reading of individual revisions as itemized in the legal notice published in the *Journal Inquirer* on May 15-16, 2004.
Bancroft/Livings
Passed unanimously.

Mr. Paul Benson was present for the public hearing; there were no other interested parties in attendance. Paul Anderson read the first four paragraphs of the legal notice that was published in the *Journal Inquirer* on May 15-16, 2004.

Motion: To close the public hearing on proposed revision to sewer user charges.
Tyler/Davis
Passed unanimously.

VI. Public Hearing Scheduled for 7:30 p.m.

Motion: To open the public hearing as published for Coleman Farms East Windsor LLC, 1 Old Barn Road through Coleman Farms East Windsor LLC, 9 Old Barn Road.
Livings/Bancroft
Passed unanimously.

There was no one present for Coleman Farms East Windsor LLC, 1 Old Barn Road. Mr. Leslie explained that this is a single-family residential unit in an active-adult community and one-half of the FCC has been paid

There was no one present for Coleman Farms East Windsor LLC, 9 Old Barn Road. Mr. Leslie explained that this is a single-family residential unit in an active-adult community and one-half of the FCC has been paid

Motion: To close the public hearing for Coleman Farms East Windsor LLC, 1 Old Barn Road through Coleman Farms East Windsor LLC, 9 Old Barn Road.
Bancroft/Davis
Passed unanimously.

Motion: To return to the regular meeting.
Livings/Davis
Passed unanimously.

Discussion with Paul Benson Continued

Attorney Purnhagen explained that although they are small units, they are legally separate units. Units that have common ownership at present could be sold separately in the future. Mr. Benson thanked the Board for their time and left at this point.

VII. Receipt of Applications - None.

VIII. Legal

Minimum Unpaid Balance for Filing a Lien

Attorney Purnhagen was asked if there should be a minimum unpaid balance before filing a lien, some accounts have small balances below \$5.00. Attorney Purnhagen explained that if notices of lien were sent out explaining the course of action, liens should be filed on all accounts.

Mr. Leslie asked Attorney Purnhagen to remind Attorney Cummings about the Hold Harmless Agreements.

Attorney Purnhagen left the meeting at this time.

IX. Action on Facility Connection Charges

Motion: To impose the Facility Connection Charges for Coleman Farms East Windsor LLC, 1 Old Barn Road through Coleman Farms East Windsor LLC, 9 Old Barn Road in the amounts published.

X. Unfinished Business

3-Year FCC Review – Not addressed at this time.

Draft DEP Permit

Mr. Leslie reported that he received the draft copy of the DEP Permit and two representatives of the DEP would be visiting the plant tomorrow.

Private Pump Systems Policy

Mr. Leslie explained that he drafted a letter about Private Pump Systems and sent it to Jay Ussery of JR Russo. Discussion of Private Pump Systems will be continued.

XI. New Business

Discussion of Superintendent's Report

Mr. Leslie reported that the DEP has informed that they no longer issue Solid Waste Permits. The Town of Manchester, where the landfill is located, now handles it. Mr. Leslie is waiting to speak with the person in charge in Manchester. This person is on vacation.

Mr. Leslie explained that the WPCA has hired the new collection software company and things are working well.

Mr. Leslie attended the Board of Finance meeting asking for additional funding for the Prospect Hill Road Sewer Project, it went well. The next step is the Town meeting.

Mr. Leslie discussed a proposal from Atlantic Ventilating & Equipment Company for a generator stack to vent exhaust. The cost is about \$3500.00 and he would like to go ahead with it, if there were no objections. The Board gave its approval.

Motion: To open the public hearing at 8:15 p.m. on the adoption of the proposed WPCA Budget for fiscal year 2004-05.
Tyler/Livings
Passed unanimously.

Mr. Leslie and the Board discussed the budget line item by line item.

Motion: To close the public hearing at 9:15 p.m. on the adoption of the proposed WPCA Budget for fiscal year 2004-05.
Tyler/Bancroft
Passed unanimously.

XII. Action on FY2004-05 Sewer User Charge and Budget

Motion: To adopt the East Windsor WPCA Fiscal Year 2004-05 budget as presented in the public Hearing, in the total amount of \$918,188.00.
Tyler/Davis
Passed unanimously.

Motion: To amend the proposed revision to the sewer user charge in accordance with the legal notice published in the *Journal Inquirer* on May 15-16, 2004, and as submitted to the public hearing and adopt the Sewer User Charge as revised by the WPCA Commission.
Tyler/Davis
Passed unanimously.

Motion: To impose a rate of \$180 per sewer user unit, based on 4,540 sewer units, for a billable budget of \$815,688.00 for the fiscal year 2004-05.
Tyler/Davis
Passed unanimously.

XIII. Adjournment

Motion: To adjourn the meeting at 9:20 p.m.
Davis/Livings
Passed Unanimously.

Respectfully submitted,

Laura Michael
Recording Secretary